BERNICA
Building Educational and Research Capacities
in Nutrition and Dietetics in Central Asia

Workplan of Osh State University

Approved by

Professor K.G. Kozhobekov

2023

The Work Plan of the OSU

Ref. nr/	Activities	Outcomes	Responsible person	Terms of implementation
	WP1. Project Management			
1.1.	Rector's order on a creation the project working group	Rector's order signed	Roman Kalmatov	February 10, 2023
	Signing of a Partnership Agreement	Partnership agreements *signed*	Kudaiberdi Kozhobekov	March, 2023
	Kick-off meeting, Kazakh National Medical University		Zhanibek Muratov	March 15-16, 2023
	Development of the OSU internal project plan	Approved Project Work Plan published on the OSU website	Aizhan Omorova	March, 2023
	Preparation of and submitting mid-term and final reports.	Mid-term and final reports are published on the OSU website	Roman Kalmatov Aizhan Omorova	
	WP2. CA University Capacity Building			
2.2.	Intensive Professional Language course for at least 20 teachers	Database of trainers trained on the project website; Their registers; Results of English tests	Roman Kalmatov Aizhan Omorova	February-June, 2023
2.3.	Preparation and organisation of study tour at FHJ and IMU with the focus on research and laboratory surveillance in N&D; online consultations		Roman Kalmatov Zhanybek Muratov Aigul Momunova Sabira Mamatova	October, 2023

2.4.	Approving the list of trainees for online training sessions and Summer school, Resort "Raduga" Issyk-Kul, Kyrgyzstan	Trained 4 OSU trainers in N&D	Roman Kalmatov Aizhan Omorova	26.06.-07.07.2023
2.5.	Purchase and installation of equipment	Published Inventory of equipment, the training topics where equipment is used for. Purchased & installed equipment & books strengthen educational & research capacity.	Roman Kalmatov Aizhan Omorova	April-December, 2023
		WP3. Curriculum Development		
3.1.	Development, peer-review and institutional approval of N&D courses/modules (incl. three shared modules) with relevant learning outcomes, the use of digital apps and laboratory equipment.	Approved N&D courses/ modules, including shared modules Official approval; advertisement & description of courses/modules, training modules on PC university's website; the list of produced teaching & learning materials	Roman Kalmatov Kudaiberdi Kozhobekov Zhazgul Imetova Zhanibek Muratov Aigul Momunova Sabira Mamatova Aizhan Omorova	December, 2023
3.2.	Development of innovative learning scenarios for N&D modules ready for b-learning	Innovative learning scenarios (ILS) ready for b-learning.	Roman Kalmatov	April-December, 2024

		Innovative learning scenarios integration in to N&D syllabi.	Kudaiberdi Kozhobekov Zhazgul Imetova Zhanibek Muratov Aigul Momunova Sabira Mamatova Aizhan Omorova	
3.3.	Development of A Guide in Research Methods in N&D	A Guide in Research Methods in N&D elaborated	Roman Kalmatov Kudaiberdi Kozhobekov Zhazgul Imetova Zhanibek Muratov Aigul Momunova Sabira Mamatova Aizhan Omorova	January-August, 2024
	WP4. Exploitation			
4.1.	Enrolment of students to new courses/modules	At least 10 students and trainees enrolled to N&D courses by the 2nd year	Sabira Mamatova Aigul Momunova	September-December, 2024
4.2.	Delivery of N&D courses/modules	Delivered new N&D courses, incl. shared modules with using ILS,	Roman Kalmatov	

		digital apps, e-materials and laboratory equipment.	Sabira Mamatova	
			Aigul Momunova	
		Master classes and lectures on global status quo in education and research in N&D.	Aizhan Omorova	
4.3.	Conducting International Days for students	The International Days materials, number of participants. Total number of master classes and lectures on global status quo in education and research in N&D given at International Days.	Roman Kalmatov	October, 2023

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WP5.Quality assurance System

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5.1.	Establishment of QA group and development of QA plan.	Approved QA group, QA plan.	Kudaiberdi Kozhobekov Zhazhul Imetova	March, 2023
5.2.	Establishment of the project self-monitoring system. Monitoring quality of the project developments.	The project self-monitoring system with report forms, questionnaires, feedback forms and timeline published at the website	Roman Kalmatov Aizhan Omorova	June-August, 2023
5.3.	Development of QA framework with review methodology for new N&D modules/courses.	QA framework & review methodology for N&D courses; self-monitoring system for project developments Interim QA Report delivered Final QA Report delivered	Zhazgul Imetova Aigul Momunova Aizhan Omorova	December, 2023

5.4.	External QA Audit.	The call for an independent evaluation expert published at the project website. Minutes of the project meeting, where the external evaluator was selected, published at the website. Reports of external audit published on the project website, disseminated among project consortium, uploaded to FTOP, etc.	Roman Kalmatov	November, 2024-December, 2025
		WP6. Dissemination		
6.1.	Development of the project communication and Dissemination, Sustainability Strategies.	The project Communication and Dissemination, and Sustainability Strategies elaborated, approved and published.	Roman Kalmatov Aizhan Omorova	March, 2023
6.2.	Designing and launch of the project website and social media accounts.	The BERNICA project website is established	Roman Kalmatov Aizhan Omorova	March, 2023
6.3.	Publishing the project newsletters	The announcement, agenda, the signed registration list, the Conference Declaration, photo materials, press-releases on the project website and universities website.	Aizhan Omorova	All time
6.4.	Representing the Project at local and international events	Report of representative events. Photos, link to website	Roman Kalmatov Sabira Mamatova Aigul Momunova Aizhan Omorova	All time
6.5.	Dissemination of the project results through project's social media accounts, mass media, posters and publications	Development of the OSU's plan for dissemination	Roman Kalmatov	All time

| | | Defining a group of related universities and non-academic partners involved in the activities of the project.

Development of a database of organizations interested in the project.

Dissemination activities: preparing & posting news for the OSU's website and mass-media, arranging seminars for departments of International Medical Faculty

Preparing and publishing brochures/leaflets of the project outputs | Aizhan Omorova | |
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